

## STANDARD 4 ADMISSION POLICY

**Purpose:** To assure that the Clinical Pastoral Education (CPE) programs do not discriminate against persons because of race, gender, age, faith group, national origin, sexual orientation or disability.

**Policy:** Centra shall not discriminate against any individual for reasons of race, gender, age, faith group, national origin, sexual orientation, or disability. Equal access to educational opportunities is extended to all qualified persons. Diversity in our educational programs is highly valued. All members of the Spiritual Care Department will cooperate in making this policy valid in point.

This policy notwithstanding, all students accepted into CPE programs shall be able to self-attest to the following ADA technical requirements:

- 1) Able to walk around the building from Point A to Point B
- 2) Able to use a computer
- 3) Able to function in high stress situations
- 4) Able to have stamina to complete 24 hour shifts

Students must also demonstrate the capacity to consistently establish and maintain relationships at significant levels and be open to learning, change, and growth. Each person must demonstrate a capacity to tolerate some ambiguity, which is a normal part of institutional culture.

Students are required to demonstrate English language proficiency adequate to function pastorally in the clinical and educational setting. Potential international students may be requested to show the results of an assessment such as the TOEFL.

**Procedure:** Formal admission criteria and processes vary according to the level and duration of the program. Such admission requirements and procedure shall be in compliance with Association of Clinical Pastoral Education, Inc. (ACPE). Fulfillment of education or experience requirements established by the ACPE accredited center. The minimum educational requirement for Level I/Level II CPE at this center is a high school diploma/completion of a GED or ordination by a faith community or commission to function in ministry by an appropriate religious authority as determined by ACPE (Standard 307.3). For Level I applicants, a Bachelor's Degree from a nationally accredited institution or its equivalent as determined by the department is preferable. For Level II applicants and persons applying for residency position a Master's of Divinity from a nationally accredited institution, or its equivalent, is preferred. Ordination or participation in an ordination process is preferred.

### **Admissions Criteria Per Level I/II Program:**

#### Extended Unit Intern:

- 1) A completed ACPE application (ACPE Standard 4) and application fee.
- 2) An admission interview conducted by a qualified person or persons such as an ACPE Educator or Associate Educator. Students will receive a phone call and written letter within 4 weeks of the admission interview informing them of the center's decision.
- 3) Fulfillment of education or experience requirements established by the ACPE accredited center. The minimum of a high school diploma/completion of a GED or ordination by a

faith community or commission to function in ministry by an appropriate religious authority as determined by ACPE. A Baccalaureate degree from a nationally accredited institution or its equivalent as determined by the department is preferred.

Chaplain Resident:

- 1) A completed ACPE application and application fee.
- 2) An on-site admission interview conducted by a qualified person or persons such as an ACPE authorized Educator or Associate Educator. Additional members of the interview team will be staff chaplains and/or PAG members who have been trained and understand the CPE educational model. Students will receive a phone call and written letter within 8 weeks of the admission interview informing them of the center's decision
- 3) Fulfillment of education or experience requirements established by the ACPE accredited center. A Baccalaureate degree from a nationally accredited institution or its equivalent as determined by the department is preferred. Master of Divinity or graduate theological degree from a nationally accredited institution, or its equivalent, is preferred. Ordination and/or endorsement by a faith community or commission to function in ministry by an appropriate religious authority as determined by ACPE preferred.
- 4) Applicants for the residency program must have successfully completed at least one unit of Level I Clinical Pastoral Education. \*There may be an exception in the cases where a student demonstrates significant experience in ministry.
- 5) Ability to meet all general employment requirements of Centra.